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PART--I-- Orders and Notifications by the Government of Tripura, The High Court, Government Treasury etc.

GOVERNMENT OF TRIPURA
LABOUR DEPARTMENT.

No.F.21(98)-LAB/ENF/Labour Laws/2017/7062 Dated, Agartala the 12th September, 2019.

NOTIFICATION

Whereas for the ease of, and for the expedient compliance of the requirement of various labour related laws herein referred to and for the purpose of maintaining combined registers for all such laws, it has become essential to frame separate rules for the said purpose;

And whereas, the intention to provide such combined register is to sub-serve the purposes, more specifically electronically, of the said labour related laws and the rules made there under, wherein provisions have been made for maintenance of such registers;

And whereas, combined registers provided under the proposed rules will facilitate ease of compliance, maintenance and inspection, and will also make the information provided there under easily accessible to the public through electronic means thereby increasing transparency;

And whereas, making separate rules for the aforementioned purpose will benefit making references of registers provided under different labour related laws simple, which will serve public purpose in a better way;

And whereas, to achieve the aforementioned purposes, the draft of the **Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019,** which the Government of Tripura proposes to make in exercise of the powers conferred by,-

(i) Section 62 of the Building and Other Constructions Workers' (Regulation of Employment and Conditions of Service) Act, 1996 (27 of 1996);

(ii) Section 35 of the Contract Labour (Regulation and Abolition) Act, 1970 (37 of 1970);

(iii) Section 35 of the Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979 (30 of 1979); and

(iv) Section 30 of the Minimum Wages Act, 1948 (11 of 1948);

and Section 23 of the General Clauses Act, 1897 read with Chapter III of the Information Technology Act, 2000 (21 of 2000), was published for the information of all persons likely to be affected thereby and notice was given that the said draft rules would be taken in consideration after the expiry of a period of one month from the date on which the copies of the Official Gazette in which this Notification was published and made available to the public;

And whereas, within the specified time no objection or suggestion was received from any person;

Now, therefore, having regard to that considering all aspects, the State Government hereby publishes the following Rules namely, "The Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules,2019".

Chaitanya 11/9/19

(Chaitanya Murti, IAS)
Special Secretary to the
Government of Tripura

RULES

1. **Short title and commencement.-** (1) These rules may be called the **Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019.**

(2) They shall come into force on the date of their publication in the Official Gazette.

2. **Maintenance of registers under certain labour related laws.-**

(1) Notwithstanding anything contained in any State rules made under,-

i. Building and Other Constructions Workers' (Regulation of Employment and Conditions of Service) Act, 1996 (27 of 1996);

ii. The Contract Labour (Regulation & Abolition) Act, 1970 (37 of 1970);

iii. The Inter-State Migrant Workmen (Regulation of Employment and Conditions of Service) Act, 1979 (30 of 1979); and

iv. The Minimum Wages Act, 1948 (11 of 1948);

the combined registers specified in the Forms specified in the Schedule to these rules shall be maintained either electronically or otherwise and used for the purposes of the aforesaid enactments and the rules made thereunder, as specified therein;

(2) If the combined registers referred to in sub-rule (1) is required for inspection by the concerned Inspector appointed under any of the enactments referred to in the said sub-rule, the concerned persons shall make available the combined registers or provide the necessary particulars for the purposes of accessing the information, as the case may be;

(3) Where any register referred to in sub-rule (1) is maintained in electronic form, then, layout and presentation of the register may be adjusted without changing the integrity, serial number and contents of the columns of the register, but not otherwise.

3. **Amendment of certain rules** - The following rules shall be amended, except as respects things done or omitted to be done before such amendment, in the manner specified below, namely :-

(i) in the Tripura Building and Other Construction Workers (Regulation of Employment and Conditions of Service) Rules,2001,-

(A) in rule 240, for the words and figures "Form XV, annexed to these rules", the words, letter and figures "in Form-A" specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules,2019", shall be substituted.

(B) in rule 241, in sub-rule (1),-

(a) in clause (a), for the words and figures "muster-roll and a register of wages "in Form- XVI, Form-XVII, respectively, annexed to these rules", the words, letters and figures, "register of wages and muster roll in Form B and Form D respectively, specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted;

(b) in clause (b), for the words and figures "in Form- XIX, and Form-XXI, respectively, annexed to these rules", the words, letters and figures "in Form C specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules,2019", shall be substituted;

(c) In clause (c), for the words and figures "in Form-XXII annexed to these rules", the words, letters and figures "in Form-B specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted; and

(C) Form XV, Form XVI, Form XVII, Form XIX, Form XX, Form XXI and Form XXII shall be omitted;

(ii) in the Tripura Contract Labour (Regulation and Abolition) Rules, 1978,-

(A) In rule 64, for the words and figures "in Form-XIII", the words, letters and figures, "in Form A specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted;

(B) In rule 67, in sub-rule (2), in clause (a),-

(A) for the words an figures "in Form XVI and Form XVII respectively", the words, letters and figures "in Form C specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted;

(B) the proviso shall be omitted;

(C) In rule 67, in sub-rule (2), in clause (d) for the words and figures "in Form XX, Form XXI and Form-XXII" respectively, the words, letters and figures "in Form C specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted;

(D) In rule 67, in sub-rule (2), in clause (e), the words and figures "in Form XXIII", the words, letter and figures " in Form B specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted; and

(E) Form XIII, Form XVI, Form XVII, Form XX, Form XXI, Form XXII and Form XXIII shall be omitted;

(iii) in the Tripura Inter- State Migrant Workmen (Regulation of Employment and Conditions of service) Rules, 1980,-

(A) in rules 49, for the words and figures "in Form-XIII" the words, letters and figures, "in Form A specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted;

(B) in rule 52, in sub rule (2),-

(a) In clause (a), for the words and figures "in Form-XVII and Form-XVIII respectively", the words, letters and figures, "in Form D and Form B, respectively, specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted;

(b) In clause (c), for the words and figures "in Forms XIX, XX and XXI respectively", the words, letters and figures, "in Form C specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019" shall be substituted;

(c) In clause (d), for the words and figures "in Form XXII" , the words, letters and figures, "in Form B specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted; and

(C) Form XIII, Form XVII, Form XVIII Form XIX, Form XX, Form XXI and Form XXII shall be omitted;

(IV) in the Tripura Minimum Wages Rules, 1952,-

(A) in the rule21, in sub-rule(4), for the words and figures "in Forms I, II", the words, letters and figures " in Form C specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted;

(B) in the rule 25, in sub-rule(2), for the words and figures "in Forms-IV", the words, letters and figures" "in Form-B" specified in the schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted;

(C) in rule 26,-

(a) in sub-rule (1), for the words and figure "in Form X", the words, letters and figures "in Form B specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019", shall be substituted;

(b) sub-rule (2) shall be omitted;

(c) In sub-rule (6), for the words and figures "in Form-V and the attendance of each person employed in the establishment shall be recorded daily in that Form", the words, letters and figures "in Form-D specified in the Schedule to the Tripura Ease of Compliance to Maintain Registers under various Labour Laws Rules, 2019 and the attendance of each person employed in the establishment shall be recorded daily in that Form", shall be substituted; and

(D) Form I, Form II, Form IV, Form V and Form X shall be omitted;

Chaitanya 11/9/19

(Chaitanya Murti)
Special Secretary to the
Government of Tripura

SCHEDULE

Sec rule 2(1)

FORM-A

FORMAT OF EMPLOYEE REGISTER

Part-A: For all Establishments

Name of the Establishment ..... **Name of Owner** ..... **LIN**.....

Sl. No.	Employee Code	Name	Surname	Gender	Father's/Spouse Name	Date of Birth#	Nationality	Education Level	Date of Joining	Designation ,,
1	2	3	4	5	6	7	8	9	10	11

Category Address *(HS/S/SS/US)	Type of Employment	Mobile	UAN	PAN	ESIC IP	LWF	AADHAAR	Bank A/c Number	Bank	Branch (IFSC)
12	13	14	15	16	17	18	19	29	21	22

Present Address	Permanent	Service Book No.	Date of Exit	Reason for Exit	Mark of Identification ,	Photo	Specimen Signature/ Thumb Impression	Remarks
23	24	25	26	27	28	29	30	31

* (Highly Skilled/Skilled/Semi-Skilled/Un-skilled)

Note : In case the age is between 14 to 18 years, mention the nature of work, daily hours of work and Intervals of rest in the remarks Column.

FORM-B

FORMAT FOR WAGE REGISTER

Rate of Minimum Wages and since the date.....				
	Highly skilled	Skilled	Semi-Skilled	Un Skilled
Minimum Basic				
DA				
Overtime				

Name of the Establishment.....Name of Owner _____LIN_____

Wage period From To (Monthly/Fortnightly/Weekly/Daily/Piece Rated)

Sl. No. in Employee register	Name	Rate of Wage	No. of Days worked	Overtime hours worked	Basic	Special Basic	DA	Payments Overtime	HRA	*Others	Total
1	2	3	4	5	6	7	8	9	10	11	12

Deduction								Net Payment	Employer Share PF Welfare Found
PF	ESIC	Society	Income Tex	Insurance	Others	Recoveries	Total		
13	14	15	16	17	18	19	20	21	22

Receipt by Employee/Bank Transaction ID	Date of Payment	Remarks
23	24	25

*In case of Mines Act any Leave Wages paid should be shown in the Others Column and specifically mentioned in the Remarks column also.

FORM –C

FORMAT OF REGISTER OF LOAN/RECOVERIES

Name of Establishment _____ LIN _____

Sl. Number in Employee register	Name	Recovery Type (Damage/Lose/fine/advance/Loans)	Particulars	Date of damage/Loss*	Amount ,,
1	2	3	4	5	6

Whether show cause Issued*	Explanation heard in presence of *	Number of Instalments	First Month/Year	Last Month/Year	Date of Complete Recovery	Remarks
7	8	9	10	11	12	13

*Applicable only in case of damage/loss/fine.

FORM –D

FORMAT OF ATTENDANCE REGISTER

Name of Establishment _____ Name of Owner _____ LIN _____

For the Period From _____ To _____

Sl. Number in Employee register	Name	Relay # or set work	Place of work* Date 1,2,3,4 ..... 31 IN Out	Summary No. of Days	Remarks No. of hours	** Signature of Register Keeper
1	2	3	4 5 6 7	8	9	10

Relay and *Place of Work in case of Mines only (underground/Opencast/Surface)

In case an employee is not present the following to be entered: (R for Rest/L for Paid Leave/A for absent/O for Weekly Off/C for Establishment Closed)

** Not necessary in case of E Form maintenance.